

MILITARY TOUR NOTICE – ACTIVE GUARD RESERVE (AGR-ANG)

Tour Notice No: 14-54

Closing Date: 9 June 2014

Duty Location: Joe Foss Field, Sioux Falls, SD

Unit Designation: 114 MXG

Military Grade: Highest authorized SPMD grade: Technical Sergeant (E-6)

Duty Position: KNOWLEDGE OPERATIONS MANAGEMENT

Length of Tour: The initial tour of duty is for one (1) year unless sooner released or reassigned.

Position Title: KNOWLEDGE OPERATIONS MANAGEMENT

Area of Consideration: All members of the South Dakota Air National Guard.

General Eligibility Requirements:

- a) Must be medically qualified under AFI 48-123 and meet standards of fitness. Must have had a physical (WEBHA) in the preceding 12 months or receive one before being accepted for employment, to include HIV certification (within 6 months).
- b) Must be eligible to attend AFSC 3D0X1 KNOWLEDGE OPERATIONS MANAGEMENT course.

Projected Date of Entry: Not earlier than 1 July 2014 dependent upon medical clearance.

Special Information:

- a) Except for mobilization or other emergency, member accepted for tour will not be subject to permanent change of duty location without his/her consent.
- b) Existing NGB/ANG promotion policies apply.
- c) Individuals are encouraged to address the following Knowledge, Skills and Abilities.

Knowledge, Skills and Abilities (KSA's)

Knowledge of specialized procedures and technical application of the administrative work.

Knowledge of regulations and procedures related to administrative, personnel and unit deployment manager functions.

Proficiency in Microsoft Office programs and computer customer support to assist personnel in the navigation and management of websites.

Skill in communicating both orally and in writing with people from various organizations, levels and backgrounds.

Possess strong customer service and inter-personal skills with an ability to work well with and provide support to a diverse range of customers

Application and Selection Procedures:

A. Interested members may apply by submitting a completed application for Active Guard/Reserve Duty (AGR), NGB 34-1. Submit application directly to the address listed below:

Human Resources Office – EAST
1201 W Algonquin Street
Sioux Falls, SD 57104-0264

B. Applications must be received or postmarked no later than the closing date of this notice.

C. Selection will be made without regard to race, religion, color, national origin, sex, political affiliation, or age. Selection will be made from those applicants' determined best qualified in terms principally involving experience, demonstrated ability, performance, and training.

D. Applicants may be subject to personal interview upon notification of time and place. Necessary travel is at applicants own expense. Inquiries concerning specific aspects of the duty position should be directed to Lt Col Kevin Curley.

NOMINATING OFFICIAL

Lt Col Kevin Curley
Joe Foss Field, Sioux Falls, SD
(605)988-5802